

# Guidelines for Graduate Projects

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## Background:

SIFAT feels called to train in community development and appropriate technology. However, we understand that, though such knowledge is powerful, it often is not enough. With knowledge alone one cannot grow food. There must be a piece of land, seed, at least a hoe, fertilizer, sunshine and water. So SIFAT developed the SIFAT Process to help graduates get started in putting their training into practice. This means we will receive, evaluate and when merited, approve and help promote our graduates' Short Term Project proposals.

SIFAT asks the graduates to find their own resources within their community or country, or from funding agencies whenever possible. If they still lack something to get a project funded, they may write a project proposal in English and send to SIFAT. We offer to be partners in promoting graduates' projects in the SIFAT Journal, and by word of mouth, to try to get funds for what the graduate lacks for the project. SIFAT is a training organization, not primarily a foundation to fund projects, so we cannot guarantee that we can raise the funds, because we are dependent on God for moving the hearts of those to whom we promote the project. But SIFAT offers to be a partner with our graduates when they cannot find the help otherwise, working together for our Lord Jesus Christ. We partner with our graduates by praying and promoting it.

Each approved project must be supported by a SIFAT "Project Champion" who will pray for the Graduate and the community to be benefited by the project. He or she will also communicate with the Graduate, and seek funding for the project. Because of SIFAT's limited resources we simply and prayerfully place funding in God's hands.

The following are the policies of our Graduate's Projects which we accept as Approved Projects by SIFAT:

- SIFAT looks for projects to help the community develop. We usually do not promote relief projects or on-going projects for maintenance of programs. The projects we support must have a beginning and an ending point.
- Most of the projects are no more than \$5,000 and should be accomplished in at least two years. However, when a project has great potential in helping the community, we will consider going up to \$15,000 to be accomplished in no more than 3 years, but we cannot promote projects larger than this.
- SIFAT receives project proposals twice a year: September 1 through the 30<sup>th</sup> and March 1 through the 31<sup>st</sup>. Proposals received before or after these dates will be held for evaluation until the next time period.
- Graduates proposals must answer the questions and provide information requested in the "Short Term Project Proposal Template". Answers to all questions and requested information must be provided, even though parts which are not relevant

to the project may be left out. The Committee reviewing the proposals will use the “Short Term Project Proposal Evaluation Criteria” to evaluate the project proposal. The evaluation criteria is provided to help graduates critique their proposal before submitting it.

- SIFAT takes out 10% for administration and promotional costs. At the end of your proposal, please add this cost to your proposal total, so that you won't end up with not enough funds.
- The budget of the proposal must be written in U.S. dollars. Be sure to calculate the rate of exchange between your money and U.S. dollars and add enough to your proposal to be able to still have enough after paying the exchange rate.
- Once a project starts with SIFAT funding, a Graduate must provide regular reports and pictures documenting progress and successes, as well as obstacles, so that SIFAT can use them to encourage donor support.
- Once a project is approved, when the graduate receives funds from other sources for that approved project (e.g. checks or cash donated from those in the audience at speaking engagements), SIFAT's policy is that graduates will honor a commitment to give 10% of funds received from other parties in the US to SIFAT. The reason for this is that SIFAT staff members work constantly to raise funds for projects and often provide introductions to the graduate that result in donations.

We at SIFAT care about our graduates and their projects and want to do all we can to encourage and support them. We want to be ***Partners in Prayer and Promotion*** as we work together to empower Christian leaders to help the needy of our world develop their own lives and communities. In John 10:10, Jesus said, “I am come that they might have life and that they might have it more abundantly!” By working together, SIFAT and our graduates can do more to help others develop to their greatest potential---physically, mentally, socially and spiritually!